

## When and Where to Send an Interjurisdictional Notification Form (IJN)

### VDH TB Program

#### Forms:

- [Initial Interjurisdictional Notification Form](#) - for notifying another state of a client transferring from Virginia
- [Interjurisdictional Follow-Up Form](#) - for providing an update on a client received from another state
- [International Notification Form \(CureTB\) for cases](#) - for notifying another country of an active or presumptive case transferring from Virginia
- [International Notification Form \(CureTB\) for contacts/source](#) - for notifying another country of contacts/source cases needing evaluation

#### Procedure:

##### When client is moving from Virginia to another state:

- Active TB Case/Presumptive TB Case **(required)**
  - Complete the [Initial Interjurisdictional Notification Form](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
  - Email all documents with encryption to [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov) or fax to 804-416-5178
  - VDH TB Program will communicate with the receiving state, although you will likely also have direct communication with the receiving locality
- Contact to an Active TB Case **(required)**
  - Complete the [Initial Interjurisdictional Notification Form](#) and compile additional documentation (first round testing results, etc.)
  - Email all documents with encryption to [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov) or fax to 804-416-5178
  - VDH TB Program will communicate with the receiving state, although you will likely also have direct communication with the receiving locality
- B1s (optional as long as transfer has been completed in EDN)
  - If preferred or if transfer in EDN cannot be completed, complete the [Initial Interjurisdictional Notification Form](#) and compile additional documentation
  - Email all documents with encryption to [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov) or fax to 804-416-5178
  - VDH TB Program will communicate with the receiving state
- Latent TB Infection Case (optional)
  - Many states will not have the capacity to follow-up on LTBI cases, but if you wish to share this information with another state, complete the [Initial Interjurisdictional Notification Form](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)

- Email all documents with encryption to [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov) or fax to 804-416-5178

**When a client has moved to Virginia from another state:**

- VDH TB Program will send you information shared by the other state about the client who will be relocating to your district.
- Attempt to locate the client in order to take over care (active/presumptive cases) or to complete evaluation (contacts to active cases, B1s). Districts notified of transferring LTBI cases are not required to reach out, but may do so if they have the capacity.
- Once the client is located and evaluation and/or treatment are complete, send the completed [IJN Follow-Up Form](#) with any additional documentation (i.e., final culture results, DOT log) to the VDH TB Program ([tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov) or fax: 804-416-5178). VDH TB Program will send the information on to the state office in the original state.

**When client is moving from Virginia to another country:**

- Active TB Case/Presumptive TB case (required)
  - Complete the [International Notification Form \(CureTB\) for cases](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
  - Email all documents with encryption to [curetb@cdc.gov](mailto:curetb@cdc.gov) AND [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov), otherwise fax to CureTB at 404-471-8905 AND VDH TB Program at 804-416-5178
  - CureTB typically will want to follow-up by phone, so calling them at 619-542-4013 once you have sent the form can be helpful. Otherwise, CureTB will likely reach out directly to you for any additional information
- Contact/Source Case to an Active TB Case (required)
  - Complete the [International Notification Form \(CureTB\) for contacts/source](#) and compile additional documentation (lab results, x-ray interpretation, DOT logs, etc.)
  - Email all documents with encryption to [curetb@cdc.gov](mailto:curetb@cdc.gov) AND [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov), otherwise fax to CureTB at 404-471-8905 AND VDH TB Program at 804-416-5178
  - CureTB will likely reach out directly to you for any additional information

**When client is moving from one district to another within Virginia:**

- Use of an IJN form is not required for intrastate movement. Though not required, in some cases, the receiving health district may ask that you complete an [Initial Interjurisdictional Notification Form](#) as part of their process of assuming care. Please work directly with the health district who will be assuming care in order to ensure continuity. If you need any assistance with obtaining contact information for the TB program in the receiving health district, please reach out to VDH TB Program.
- Please let VDH TB Program know that your case has moved within the state by emailing [tuberculosis@vdh.virginia.gov](mailto:tuberculosis@vdh.virginia.gov).